

**Subcommittee on Interior, Environment, and Related Agencies
Outside Witness Testimony Instructions
FY 2016 Appropriations**

At this time no outside witness hearings are scheduled to be conducted by the Senate Subcommittee on the Interior, Environment, and Related Agencies for fiscal year 2016. However, as in the past years, written testimony will be accepted in accordance with the guidelines below.

GUIDELINES

Format

- Testimony (and any supporting material) should be a **maximum** of four (4) pages, formatted to fit on 8 ½ x 11 paper, single sided, single spaced, and have a 1” margin.
- Do not include a cover page. At the top of the first page list the name of the organization submitting testimony, the subcommittee for which the testimony has been prepared, and the Department and/or Agency the testimony is addressing.

E-mail

- Please send testimony and supporting material as attachments to INT@appro.senate.gov with the subject line “FY16 Interior OWT.” We will only accept testimony and supporting materials formatted in Microsoft Word. **Materials will not be accepted in PDF Format.** Electronic submissions only, testimony sent via US mail or by Fax will not be accepted. Include contact information (name, phone, e-mail and address).

Deadline

- All material must be received no later than close of business **Thursday, April 30, 2015.**

Subcommittee on Interior, Environment and Related Agencies
Committee on Appropriations
United States Senate
(202) 224-7233